

**CITY OF MILPITAS  
MINUTES**

**\*4B**

**PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION**

- Minutes:** Regular Meeting of the Parks, Recreation and Cultural Resources Commission
- Date of Meeting:** May 4, 2015
- Place of Meeting:** Barbara Lee Senior Center: Classroom 140/141, 40 N Milpitas Blvd.
- I. Call to Order:** Chair Sharma called the meeting to order at 7:00pm.
- II. Roll Call:**  
Commissioners Present: Bansal, Munzel, Sharma, Singh and Tiumalu  
Commissioners Excused: Fong, Matau, Mathur, and Ramirez  
Commissioner Unexcused: None  
City Staff Present: Renee Lorentzen – Recreation Services Manager  
Stephanie Douglas – Recreation Services Supervisor  
Lisa Ciardella – Public Services Assistant  
City Council Liaison Present: Council Member Barbadillo
- III. Seating of Alternates:** Bansal and Tiumalu
- IV. Approval of Agenda:** MOTION to approve the agenda for May 4, 2015 as submitted.  
M/S: Munzel/Bansal Ayes: All
- V. Approval of Minutes:** MOTION to approve the minutes from March 2, 2015 with the following change:  
Commissioners Matau and Sharma were present.  
M/S: Munzel/Singh Ayes: All
- VI. Public Forum:** None
- VII. Announcements and Correspondence**  
Commissioner Munzel announced that there is a petition being forwarded to the County Board of Supervisor's to keep the property next to the library as a park. He invited anyone interested to please sign the petition.
- VIII. Old Business**  
**1. Community Garden Update**  
At the February 2015 PRCRC meeting the Commission requested research and updates on specific aspects of the Community Garden to be reported back at the April 2015 meeting. The April 2015 meeting was canceled due to lack of a quorum, so the presentation will be made this evening.  
  
Recreation Services Supervisor, Stephanie Douglas made the presentation to the Commission. The presentation included a study of other Community Gardens in the area, which included information on the size of the plots, the fees, whether or not they have term limits, and how many people are on their wait lists. Also included in the presentation were suggested changes to the Community Garden Rules and Regulations and a drought plan. The changes are recommended by staff based on the meeting held with Community Garden plot holders held on Wednesday April 29, 2015.

The first discussion held by the Commission with input from the Community Garden Plot Holders was regarding the drought plan. Michelle Young, Program Manager from South Bay Water Recycling, Steve Machida, City of Milpitas Engineering Director, and Bob, the lead gardener that volunteers as the manager of the Guadalupe Community Garden were also in attendance to discuss the potential use of recycled water within the Milpitas Community Garden. The City of Milpitas has to reduce its overall water consumption by 25%. A meter will be installed in the garden to monitor the water usage. Bob and Michelle educated the Commission on the use of recycled water and its benefits.

The next discussion held was regarding the proposed changes to the Rules and Regulations. The Commission discussed some of the changes including the fees, the types of plants and edibles allowed to be planted, the parking situation, and the issuance of keys to the plot holders for the garden. The Commission requested time to review the proposed changes and to table the discussion of the Rules and Regulations to the June 2015 PRCRC meeting.

MOTION to recommend to City Council to install recycled water and educating the gardener's on its use.

M/S: Bansal/Munzel

MOTION to table the fee discussion to a later date.

M/S: Munzel/Tiumalu

MOTION to study opening a garden @ Robert Browne park and report back at the August PRCRC meeting.

M/S: Munzel/Tiumalu

## **IX. New Business**

### **1. Park Donation Application – Mabel Mattos Plaque at Alviso Adobe Park**

Milpitas Historical Society President Roger Skuse said the Society would like to donate a 12x12 bronze plaque in appreciation of Mabel Mattos' donation of historical farm equipment before her passing which has been placed at Alviso Adobe Park.

MOTION to recommend the plaque donation and forward to City Council for final approval.

M/S: Munzel/Tiumalu

### **2. Transit Area Open Space Report**

The commission discussed moving this item to the August 2015 meeting.

MOTION to move the Transit Area Open Space Report to the August 2015 PRCRC Meeting

M/S: Bansal/Tiumalu

Ayes: All

### **3. June Meeting Site Visit**

This year it was decided that the Commission would do a site visit of the Community Garden. The visit will be scheduled after a poll of the

Commissioners. The two proposed dates are Monday June 8, 2015 from 6:30-8:30pm or Saturday June 13, 2015 from 10:00am-12:00pm.

MOTION to poll the Commissioners and set the date after all have been polled.  
M/S: Munzel/Tiumalu

**4. Cancellation of July 2015 Meeting**

Historically the Parks, Recreation and Cultural Resources Commission does not meet in the month of July. The Commission discussed cancelling the July meeting and reconvening on August 3, 2015.

MOTION to cancel the July 6, 2015 Parks, Recreation and Cultural Resources Commission and reconvene on August 3, 2015.  
M/S: Munzel/Tiumalu

**X. Staff Report**

- The Memorial Day Ceremony will take place on Monday May 25, 2015 at 9:00am at the Veterans Memorial Flag Plaza, 455 E. Calaveras Blvd.
- The Youth Advisory Commission will be hosting a Math Competition on June 6, 2015.

**XI. Liaison Reports**

1. City Council: Councilmember Barbadillo discussed park proposals approved by the Commission and his role in assuring that all are forwarded on to the City Council in the way intended by the Commission.
2. Community Advisory Commission: None.
3. Senior Advisory Commission: None.
4. Planning Commission: None.
5. Youth Advisory Commission: None.
6. Milpitas Historical Society: Their next meeting will be held Wednesday May 13, 2015 at the Library
7. Arts Commission: None
8. Recycling and Source Reduction Advisory Commission: None.
9. Santa Clara County Parks & Recreation: Commissioner Munzel announced that the County will be ending their lifetime pass at county parks.

**XII. Future Agenda Items**

1. Transit Area Open Space Report

**XIII. Adjournment:**

With there being no further business, the meeting was adjourned at 8:45 p.m. to the next scheduled meeting which will be determined by poll of the Commission on either June 8, 2015 or June 13, 2015.

# DONATION POLICY TO CITY OF MILPITAS PARKS

**\*4A**

## CITY OF MILPITAS

### Parks, Recreation and Cultural Resources Financial Donation Form

Donor information: (please type or print clearly)

Name: Milpitas Historical Society (President Roger Skuse)

Address: 160 N. Main St. City: Milpitas State: Ca Zip: 95035

Day phone: 408-203-5054 Evening phone: 408-203-5054 Roger's Cell

E-mail address: rogerskuse@me.com

<b>Monetary Gift Amount and Purpose</b>	<b>Memorials and Tributes</b>
Enclosed is my gift of \$_____ to support the City of Milpitas.	Enclosed is my gift of \$_____ to support the City of Milpitas.
I would like to direct my gift to:	❖ In Memory of: _____
❖ Where the need is greatest	_____
❖ Programs for Parks	❖ In Honor of: _____
❖ Park equipment	_____
❖ Specific use: _____	
_____	
_____	
_____	
❖ Other: _____	
_____	
_____	
_____	

#### Gift Payment

Make checks payable to The City of Milpitas. All donations are tax deductible.

#### Other Information

- This gift will be matched by my employer: \_\_\_\_\_.
- Please keep my gift anonymous. ☐ I understand I will not be included in donor listings.

# DONATION POLICY TO CITY OF MILPITAS PARKS

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## Non-Monetary Donations

I propose to donate the following equipment, materials or other things to the City of Milpitas:

12" X 12" Bronze Plaque "In appreciation of Mabel Mattos" etc.

My donation will include the following: (i.e. planting, installation, maintenance, etc.)

We can pay for installation of a concrete monument mount, in the ground as arranged by the city.

I would like to direct my gift for the following specific use: Installation in the Mattos Farm Equipment area at Alviso Adobe Park.

I would ask that the City determine the best Milpitas Parks use for my gift \_\_\_\_\_.

Other comment: Please let us know what type of rear mounting you need on the plaque.

# DONATION POLICY TO CITY OF MILPITAS PARKS

## CITY OF MILPITAS

### Parks, Recreation and Cultural Resources Dedication Form

Honoree information: (please type or print clearly)

Name: Mabel Mattos

The Parks, Recreation and Cultural Resources Commission encourages dedications & recognitions to be of those who have significantly contributed to the City of Milpitas and it's community. In the space below, and on additional pages if necessary, please describe the contributions that this individual has made to the City of Milpitas and how the community has benefited.

Mabel Mattos' contributions to our city were not only as an early citizen of the Milpitas Township farming community, but also later through the Milpitas Historical Society. As a founding member she often served as an officer, also hosting meetings at her home, did weekly research for such things as city street names, and even kept the organization going when it was low on funds. She was famous as much for her spunkiness as for her home spun-hospitality, old fashioned values and charm, keeping MHS moving forward by the strength of her personality.

Mabel helped document her years of living as part of our farm community since the 1930's, and seeing it change to the high tech city it has become. She contributed her direct knowledge, old photos, saved newspaper articles, and donated old family farm equipment and antiques to the city as well as historical society. Mabel assisted greatly to the writing of the 2004 Images of America - Milpitas book. Mabel is largely responsible for the documentation and preservation of what we know about 20<sup>th</sup> Century Milpitas and deserves to be honored and remembered for it. For these reasons the Milpitas Historical Society requests approval of our plaque honoring her to be permanently mounted in the Mattos Farm Equipment area at the Alviso Adobe Park.



In Appreciation of  
Mabel Silva Mattos  
(1923-2013)

Life Member, historian, and supporter  
of the Milpitas Historical Society, whose  
pioneering family used and donated  
these farm implements for display.

This plaque is dedicated by  
The Milpitas Historical Society

June 10, 2015